

FederalReporting.gov Recovery Act Report Instructions

Recovery Act Template Field Name	Grantee Instructions
Award Type	Enter "Grant."
Award Number	Enter the Grant Number of your award. This can be found on your COPS CHRP award document.
Final Report	Enter "N" until the last quarter of your grant period.
Recipient DUNS Number	Enter your agency's DUNS #.
Recipient Account Number	Leave Blank
Recipient Congressional District	Enter the Congressional District of your agency's location. If your jurisdiction crosses Congressional districts, please enter the district where the main law enforcement headquarters are located.
Funding Agency Code	Enter Department of Justice (DOJ) code 1500.
Awarding Agency Code	Enter Offices, Boards, and Divisions code 1501.
Award Date	Enter project start date 07/01/2009
Amount of Award	Enter the total amount of your grant award. The total amount of federal funding can be found on your COPS award document.
CFDA Number	Enter 16.710
Program Source	Enter 15-0412
Sub account number for Program Source CTAS	Leave Blank
Total number of sub awards to individuals	Enter 0
Total amount of sub awards to individuals	Enter \$0.00
Total number of payments to vendors less than \$25,000/award	Enter 0
Total amount of payments to vendors less than \$25,000/award	Enter \$0.00
Total number of sub awards less than \$25,000/award	Enter 0
Total amount of sub awards less than \$25,000/award	Enter \$0.00
Award Description	Enter the following statement "The COPS Hiring Recovery Program (CHRP) provides funding directly to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to create and preserve jobs, and to increase their community policing capacity and crime prevention efforts"

Project Name or Project/Program Title	Enter "COPS Hiring Recovery Program (CHRP)"
Project Status	Choose the correct choice from the drop down menu: Not started / <50% completed / >50% completed / or fully completed
Total Federal Amount ARRA Funds Received/Invoiced	Enter the total amount of funds your agency has drawn down from the PAPRS payment system.
Number of Jobs	Enter the number of FTE's created and/or preserved. The COPS Office strongly encourages all grantees to track the FTEs through the life of the grant by using the CHRP FTE Calculation Tool found at : http://www.cops.usdoj.gov/Default.asp?Item=2283
Description of Jobs Created	Enter the total number of officer positions that your agency was awarded broken out into the following three categories: i.e. New Hires, Rehire (Pre-Application layoffs), Rehire (Post-Application layoffs). This information can be found on your COPS CHRP award document.
Quarterly Activities/Project Description	<p>The COPS Office's grant programs aim to increase the capacity of grantees to implement community policing. All newly hired, additional or rehired officers (or an equal number of redeployed veteran officers) funded under CHRP must engage in community policing activities.</p> <p>Community policing can be broken into three broad categories: 1) community/law enforcement partnerships; 2) problem-solving; and 3) organizational commitment and change.</p> <p>Please provide a narrative description of the community policing activities your COPS-funded officers or redeployed veterans were engaged in during the quarter. If your agency has not hired any of the officers you were awarded yet, or they have not yet completed academy training, please state this in lieu of a narrative description of officer activities.</p> <p>Some examples of community policing that you may wish to address within these three categories include:</p> <p>Community/Law Enforcement Partnerships</p> <ul style="list-style-type: none"> Partnering with the community to identify, prioritize, and respond to neighborhood problems (e.g., through community meetings, community surveys, use of civilian volunteers, and/or collaborating with local government agencies, non-profits, local businesses, community groups, etc.). <p>Problem-Solving</p> <ul style="list-style-type: none"> Identifying and prioritizing crime and disorder problems in collaboration with citizens and stakeholders; exploring the underlying factors and conditions that contribute to crime and disorder problems through the examination of patterns and trends involving repeat victims, offenders, and locations; implementing comprehensive, long-term solutions to public safety problems; assessing the effectiveness of responses; and incorporating problem-solving principles into patrol work. <p>Organizational Commitment and Change</p> <ul style="list-style-type: none"> Using funds to reorient your agency's mission or enhance its commitment to community policing. This may include transforming your agency environment, organizational structure, personnel, practices, and policies to support the community policing philosophy and community policing activities (e.g., incorporating community policing principles into your agency's mission/vision statement, strategic plan, and recruitment and hiring; community policing as an agency-wide effort involving all staff; etc.).

Activity Code (NAIC or NTEE-NPC)	Enter I04
Total Federal Amount of ARRA expenditure	Enter amount expended on create/preserved officers. Typically, this figure would match the amount of drawn down funds.
Total Federal ARRA Infrastructure Expenditure	Leave blank
Infrastructure Contact Name	Leave blank
Infrastructure Contact Email	Leave blank
Infrastructure Contact Phone	Leave blank
Infrastructure Contact Phone Ext	Leave blank
Infrastructure Contact Street Address 1	Leave blank
Infrastructure Contact Street Address 2	Leave blank
Infrastructure Contact Street Address 3	Leave blank
Infrastructure City	Leave blank
Infrastructure State	Leave blank
Infrastructure Zip Code+4	Leave blank
Infrastructure Purpose and Rationale	Leave blank
Street Address 1	Enter agency street address
Street Address 2	Enter agency street address 2, if applicable
City	Enter agency city
State	Enter agency state Abbreviation
Zip Code+4	Enter agency Zip Code
Congressional District	Enter the Congressional District of your agency's location. If your jurisdiction crosses Congressional districts, please enter the district where the main law enforcement headquarters are located.
Prime Recipient Indication of Reporting Applicability	Enter "Y" (yes) or "N" (No)
Officer Name	Enter, if applicable
Officer Compensation	Enter, if applicable